



**भारतीय प्रबंध संस्थान इंदौर**  
**INDIAN INSTITUTE OF MANAGEMENT INDORE**  
प्रबंध शिखर, राऊ-पीथमपुर रोड, इंदौर – 453 556  
Prabandh Shikhar, Rau-Pithampur Road, Indore – 453 556

**(E-PROCUREMENT MODE ONLY)**

**NOTICE INVITING TENDER FOR SITC OF WOOD CHIPPER MACHINE WITH ACCESSORIES**

Indian Institute of Management Indore invites online bids (in Two Bid System) for the SITC of Wood Chipper Machine with Accessories.

Description of Items	Qty.	Estimated Value of Tender (in Rs.)
SITC of Wood Chipper Machine with Accessories (As per technical specifications at Annexure IV)	01	Rs. 5,00,000/-

**Note:**

- Detailed information pertaining to the this tender such as tender document, corrigendum (if any), and any further updates will be available on the website of IIM Indore URL <https://www.iimidr.ac.in/tenders/> and Central Public Procurement Portal URL <https://eprocure.gov.in/eprocure/app>
- IIM Indore shall not be responsible for non-receipt bids due to internet issues or any other reasons.

**Disclaimer:** This Tender is not an offer by Indian Institute of Management Indore, but an invitation to receive an offer from the bidders. No contractual obligation whatsoever shall arise from the tender process unless and until a formal award is made and executed by duly authorized office bearers of IIM Indore.

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**Section-1: Schedule of Tender**

<b>SN</b>	<b>Event</b>	<b>Date and Time/Remarks</b>
1	Tender Availability on Institute website and Central Public Procurement Portal	18-10-2022, 1830 Hrs. Onward
2	Bid Submissions Start	18-10-2022, 1830 Hrs.
3	Bid Submissions Close	02-11-2022, 1100 Hrs.
4	Opening of Technical Bid	03-11-2022, 1100 Hrs.
5	Opening of Financial Bid	To be updated later on CPP Portal
6	All the communication with respect to this tender shall be addressed to	Officer (Stores, Purchase and Contracts) Phone: 0731-2439630-33 Email: stores@iimidr.ac.in

**Note:**

1. If for any unforeseen circumstances the tender is not opened on the above date, then the next working day will be considered as tender opening date.

**Section-2: About IIM Indore**

With the objective of imparting high quality management education and training, the Department of Higher Education, Ministry of Education, Government of India established Indian Institute of Management Indore as Institutions of Excellence. These Institutions are recognized as premier management institutions, comparable to the best in the world for teaching, research and interaction with industries.

Established in 1996, Indian Institute of Management Indore (IIM Indore) has been a leader in the field of management education, interfacing with the industry, government and PSUs. It is promoted and nurtured by the Ministry of Education, Government of India and is an institute of national importance under the Indian Institutes of Management Act 2017. More details about IIM Indore are available on our website [www.iimidr.ac.in](http://www.iimidr.ac.in)

**Section-3: Instruction to Bidders**

The tender shall be submitted in accordance with the instructions mentioned in the tender documents, any bid not conforming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender document.

1. For Online Bid Submission the bidders are required to submit copies of their bids electronically as per this tender on the CPP Portal using valid Digital Signature Certificates. Detailed information for submitting the online bids on the CPP Portal is available at <https://eprocure.gov.in/eprocure/app>
2. The Bidders are requested to read the tender document carefully and ensure all the compliance with instructions herein. Non-Compliance of the instructions contained in this document may disqualify the bidders from the tender process.
3. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
4. IIM Indore reserves the right to accept or reject bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.
5. The Bidder(s) may note that **ONLINE BIDS will ONLY** be accepted. All the requisite supporting documents mentioned in the bid document must be uploaded On-line on <https://eprocure.gov.in/eprocure/app>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.
6. Useful information for potential bidders is available at <http://eprocure.gov.in/eprocure/app?page=BiddersManualKit&service=page>.
7. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

### **Section-4: Eligibility Criteria & Online Bid Submission Procedure**

In order to participate in this tender, the intending bidders must fulfill the following eligibility criteria, failing which their bid will not be considered for the further evaluation process.

#### **4.1 Eligibility Criteria (the bidders must submit the following)**

1. Bidders must have the valid PAN, GST Registration and Firm/ Company incorporation certificate as on the date of submission of the bid **(Self-certified scanned PDF files to be uploaded in respective packet of Other Important Documents (OID))**.
2. A self-declaration for accepting the Tender Terms & Conditions mentioned in the tender documents **(As per the Annexure-II given in this tender document)**.
3. Bidders should be neither blacklisted by any Government Dept., nor is any criminal case registered / pending against the firm/ company or its owner/ partner(s)/ Director(s) anywhere in India. **A duly completed self-declaration certificate for the Clean Track Record to this effect is to be submitted as per the Annexure-III given in this tender document.**

#### **4.2 Online Bid Submission Procedure**

Bidder are directed to upload the required relevant documents in the respective packets as mentioned below, It is the sole responsibility of the Bidder to comply with all the supporting documents. In case of any irrelevant or non-readable files, non-submission of any of the below mentioned documents in the bid may be rejected:

**4.1: Other Important Documents (OID):** To be uploaded as a readable PDF File on the CPP Portal

<b>Upload Under</b>	<b>Details</b>	<b>Supporting Documents</b>
Packet-1	Permanent Account Number (PAN)	Self-certified scanned PDF files to be uploaded in the respective packet.
Packet-2	GST registration certificate	
Packet-3	Bidders firm incorporation certificate	

**4.2: Statutory Documents: Cover-1-**To be uploaded as a readable PDF File on the CPP Portal

<b>Upload Under</b>	<b>Details</b>	<b>Supporting Documents</b>
Packet-1	Bidders Profile	As per the Annexure-I
Packet-2	A self-declaration for accepting the Tender Terms & Conditions mentioned in the tender documents	As per the Annexure-II
Packet-3	A duly completed self-declaration certificate for the Clean Track Record	As per the Annexure-III
Packet-4	Technical Specifications Compilation Sheet	As Per the Annexure-IV

**Section-5: Scope of Work (Schedule of Requirement)**

<b>S. No.</b>	<b>Item / Service Name</b>	<b>UOM</b>	<b>Quantity</b>	<b>Specifications</b>
1	SITC of Wood Chipper Machine with Accessories	No.	01	As per detailed technical specifications mentioned at Annexure - IV

**Section-6: Financial Bid**

The Financial Proposal/Commercial bid format (BoQ) is provided as BoQ along with this tender document at <https://eprocure.gov.in/eprocure/app>

- i. Bidders are advised to download the BoQ.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid.
- ii. Bidder shall not tamper/modify the downloaded price bid template (BoQ) in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected.
- iii. Bidders are advised to quote the offer FOR IIM INDORE (inclusive of all charges and expenditure required to be incurred by the bidder for the supply as per the bid document excluding GST. Only GST as applicable shall be paid extra over and above the quoted rates).
- iv. If tax amount is not quoted in the Financial Bid (BoQ), the quoted price will be treated as (inclusive of applicable taxes). No further communication will be entertained later.
- v. Bidders are requested to upload the duly filled BoQ under the cover-2 on the CPP Portal as mentioned below:

**Packet-1:** Financial Bids in (BoQ) XLS version Filled with all relevant information.

**Section-7: Bid Evaluation**

For the purpose of selection of the bidder, a two bid system evaluation process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Financial Bid. Evaluation will be done strictly on Eligibility Criteria and Technical Specification as mentioned in this tender.

The Technical Evaluation Committee constituted by the IIM Indore shall verify the particulars furnished by the bidder independently and shall examine the bids to confirm that all documents pertaining to the Eligibility Criteria and Technical Criteria have been provided, and shall ascertain the completeness of each document submitted. If any of these documents or information is missing, IIM Indore reserves the right to call upon for the missing documents from the Bidders or reject the bid on account of unresponsive bid and the rejected bids will be ignored for the further evaluation purpose.

The financial bid will be opened only for those bidders who are verified and confirmed by the technical evaluation committee as technically qualified bidders as per Tender. **The Commercial Bid with the overall lowest price will be the highest evaluated bid.**

**Section-8: General Terms and Conditions**

1. **Tender Type:** Two-Bid through Online Mode.
2. **Bid Validity:** The quoted bid shall be valid for a period of 90 days from the date of opening of the Financial Bid.
3. **Modification and withdrawal of bids:** No bid can be modified subsequent to the deadline for submission of bids. No bid can be withdrawn after the deadline for submission of bids and the expiration of the period of bid validity.
4. **Confidentiality:** Information relating to the evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
5. Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.
6. **Award Criteria:** IIM Indore reserves the rights to award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the highest evaluated bid.
7. **Notification of Award:** Prior to the expiration of the period of bid validity, IIM Indore will notify the successful bidder in writing by registered letter or e-mail that the bid has been accepted.
8. **Order Acceptance:** The successful bidder should submit Order acceptance within 7 days from the date of issue of order, failing which it shall be presumed that the bidder is not interested and his bid security (if any) is liable to be forfeited.
9. No correspondence/discussion/visits whatsoever will be entertained on the subject unless specifically called by the duly authorized office bearers of IIM Indore after opening the tenders for technical discussions/ price negotiations. Any violation of this will render the quotations invalid and the firm is liable to be blacklisted.
10. **Termination for Insolvency:** IIM Indore may at any time terminate the Contract by giving a written notice to the awarding firm, without compensation to the firm, if the firm becomes bankrupt or otherwise insolvent as declared by the competent Court, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the department. The courts of Indore alone will have the jurisdiction to try any matter, dispute or reference between the parties arising out of this purchase. It is specifically agreed that no court outside and other than Indore Court shall have jurisdiction in the matter
11. **Force Majeure:** Neither party shall be liable to the other, for any delay in or failure of their respective obligations under this contract/ award of tender caused by occurrences beyond the control of either party because of fire, floods, acts of God, acts of public enemy, wars, riots, strikes, lockouts, sabotage, fire, floods, explosion, epidemic, quarantine restrictions, any law statute or ordinance order actions or regulations of the Government or any compliance there is similar to the above. Either party shall promptly notify (within 15 days) the other of his commencement and cessation of such contingency and prove that such is beyond the controls and affects the implementation of this contract adversely.
12. False declaration/documents will be in breach of the Code of Integrity under Rule 175(1) (i) (h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two

years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

**13. Arbitration:**

- a) All disputes or differences, whatsoever, arising between the parties out of or relating to the interpretation, meaning and operation or effect of this contract or the breach thereof, shall be resolved through mutual consultation and negotiation.
- b) Any dispute not resolved by mutual consultations shall be settled through arbitration by an arbitrator duly appointed by the Director, IIM Indore. The award of the said Arbitrator shall be final and binding on both parties. The place of the Arbitration shall be at Indore.
- c) The courts of Indore alone will have the jurisdiction to try any matter, dispute or reference between the parties arising out of this purchase. It is specifically agreed that no court outside and other than Indore Court shall have jurisdiction in the matter.
- d) Arbitration cost will be borne jointly by both the parties to the Contract.

**Section-9: Special Terms and Conditions**

1. IIM Indore reserves the right to modify/change/delete/add any further terms and conditions prior to issue of purchase order.
2. IIM Indore reserves the right to relax / amend / withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.
3. It is 'bidders' responsibility to check for any amendment/corrigendum (if any) on the website of IIM Indore and CPP Portal before submitting their duly completed bids.

**4. Payment:**

- No advance payment will be made in any case. Bills in duplicate should be sent on monthly basis / against the each delivered consignment and the payment shall be released generally within 30 days, only after it is ensured that the items / quality of the items supplied are to the entire satisfaction of IIM Indore and completed the entire work within the stipulated delivery schedule. If any item is found defective, or not of the desired quality etc., the same should be replaced by the firm(s) within 7 days for which no extra payment shall be made.
- No part payment will be made against the part supply (Schedule of Requirement). In case of the undelivered items till due date of supply, the penalty of 10% of the cost of undelivered item will be imposed and deducted from the bill of the item supplied or recovered from the security deposit.
- Liquidated Damage: As Time is the essence of an order, the date of supply should be strictly adhered to schedule of requirement communicated by the concerned office, otherwise the delivery in full or in part may not be accepted and penalty for late delivery will be imposed @



0.5% (Half Percent) per week subject to a maximum of 10% of the total value of supply order.

5. **Precedence Clause:** In the case of any ambiguity in interpretation, the decision by IIM Indore authority on the interpretation of the entire contract terms and conditions will be final and binding to all.
6. **DELIVERY SCHEDULE:**  
The successful bidder should execute the order within 30 days after placement of the purchase order. In case of any inferior quality of items found, the item(s) should be replaced within 7 days at IIM Indore. The bidder has to make own arrangement for unloading of the items.
7. **Performance Security:** The successful tenderer will have to deposit the performance security in the form of /D.D./FDR/Bank Guarantee @ 5% order value within 15 days from the date of issue of the award letter. Security will be refunded to the supplier, after it duly performs and completes the contract/warranty period in all respect.

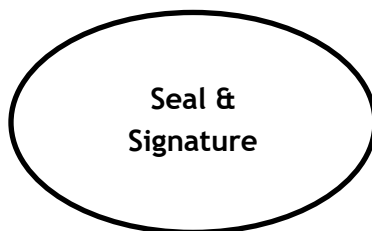
**Annexure-I: Bidder Profile**

(On Company/ Firm's Letterhead)

<b>Name of the Party</b>		
<b>Date of Incorporation / Establishment</b>		
<b>PAN Number</b>		
<b>GST Registration Number</b>		
<b>Bank Details</b>	<b>Account Number</b>	
	<b>IFS Code</b>	
	<b>Bank Name</b>	
	<b>Branch Name</b>	
<b>Office Address for Postal Communication</b>		
<b>Authorized Signatory Details</b>	<b>Name</b>	
	<b>Designation</b>	
	<b>Email</b>	
	<b>Phone</b>	

**Date:**

**Place:**



**Authorized Signatory**

**Name:**

**Designation:**

**Contact No.:**

**Annexure-II: Undertaking for Tender Terms & Conditions Acceptance**

(Duly sealed and signed certificate on Company/ Firm's Letterhead)

To,

Officer (Stores, Purchase and Contracts)  
Indian Institute of Management Indore  
Prabandh Shikhar, Rau-Pithampur Road,  
Indore – 453 556

**Subject: SITC of Wood Chipper Machine with Accessories**

Dear Sir,

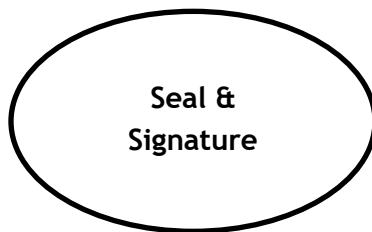
I/we hereby submit our tender for SITC of Wood Chipper Machine with Accessories.

I/We have gone through all terms and conditions of the tender document also I/We have gone through the corrigendum/ addendum issued (if any) till the Bid Submission close time and date for this tender.

I/We agree to accept all the terms and conditions of the tender document and assure you that I/We will comply with the above referred tender document including instructions, terms & conditions, technical specification stated therein.

**Date:**

**Place:**



**Authorized Signatory**

**Name:**

**Designation:**

**Contact No.:**

**Annexure-III: Self-Declaration Certificate for the Clean Track Record**

Self-Declaration Certificate  
(Duly sealed and signed certificate on Company/ Firm's Letterhead)

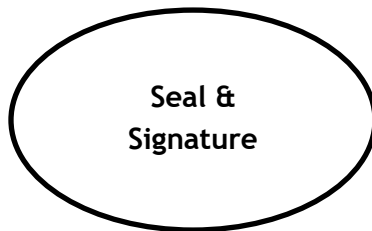
I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in all respects and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm will be debarred/blacklisted as decided by the competent authority of IIM Indore, also the Performance Security Deposit (if any) shall be forfeited.

In addition to the above, IIM Indore, will not be responsible to pay the bills for any Partial/ Full supply of the items/ services.

**Date:**

**Place:**



**Authorized Signatory**

**Name:**

**Designation:**

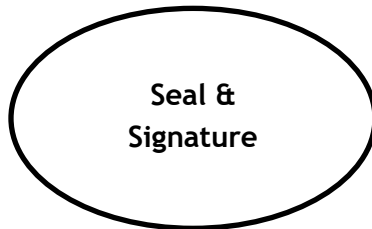
**Contact No.:**

**Annexure-IV: Technical Specification Compliance Sheet**

S. No.	Item / Service Name	UO M	Qty.	Specifications	Complied (Yes/No)	Offered Make & Model
1	SITC of Wood Chipper Machine with Accessories	No.	01	<ol style="list-style-type: none"> <li>1. Motor Power – 25 HP</li> <li>2. Input size of Wood – 5 to 8 inches</li> <li>3. Output size – 10 to 20 mm in chips form.</li> <li>4. Facility for attachment with tractor.</li> <li>5. Accessories includes Motor, Belts, Tyres, cables, stand and other necessary accessories to run the machine.</li> <li>6. <b>Warranty:</b> 2 year onsite comprehensive warranty from the date of the installation of machine against any manufacturing defects. During the warranty period, replacement of any part of equipment's or rectification of defects of works will be free of cost.</li> </ol>		

Date:

Place:



Seal &  
Signature

Authorized Signatory

Name:

Designation:

Contact No.: